



GLOBAL WORKFORCE DEPLOYMENT

**POSITION:** Staff Accountant

**LOCATION:** 7685 Hurontario Street, Suite 600, Brampton, ON L6W 0B4

**REPORTS TO:** Controller

**COMPANY OVERVIEW:**

People 2.0 ([www.people20.com](http://www.people20.com)) offers global Employer of Record (EOR) and Agent of Record (AOR) services tailored to serve two distinct client channels: Market Makers in talent and Independent Contractors.

The “Market Makers in talent” channel is comprised of services that match supply and demand for talent and consists of four segments: staffing agencies, search and recruiting firms, mass talent procurement services and consulting/compliance/contracting organizations. By utilizing People 2.0, Market Makers gain the benefit of adding EOR and AOR deployment options to the talent placement services they provide.

The universe of “Independent Contractors” consists of professionals and workers who contract for work either as an individual or through a form of personal incorporation. People 2.0 supports Independent Contractors by unburdening them from all administrative aspects of their deployment arrangements.

Headquartered in the USA, near Philadelphia, PA, People 2.0 ranks among the largest independent workforce deployment platforms in the world. Services are provided through in-country establishments in 40 countries spread across three regions - the Americas, EMEA and Asia Pacific. People 2.0 is majority owned by TPG Growth, the growth equity investment platform of TPG, one of the most prominent investment firms in the world, with the remaining equity being held by CIP Capital and People 2.0 management.

**POSITION OVERVIEW:**

The Staff Accountant is an entry level position in the Company’s Corporate Accounting team. This position is responsible for assisting in creating accurate and timely financial records for the organization. The Staff Accountant is a multi-faceted position with potential for advancement. The position will work closely with the Corporate Controller and members of finance & accounting team.

**KEY RESPONSIBILITIES:**

- Preparing and posting journal entries and accruals required for period end or as assigned by management and assisting with month/year end close process.
- Maintaining backup schedules and support for transactions posted/accrued in the general ledger.
- Performing GL account reconciliations as required that support balance sheet lines such as (but not limited to) prepaid expenses, miscellaneous receivables, accrued liabilities, accrued commissions and deferred rent.

- Providing reconciliation support to other areas as required.
- Maintaining the fixed assets roll forward schedules and posting related entries for additions, disposals and depreciation.
- Tracking and reporting Loans Receivable balances from clients and related parties.
- Setting up GL chart of accounts for new clients and related configuration, pay codes, sales tax rates, service items and related mapping to the subledger/general ledger accounts.
- Liaising with the Senior Financial Analyst and IT department where setup and troubleshooting support is required.
- Working with the Senior Financial Analyst on financing of HST payments to clients which includes preparing necessary reports, communicating with external accountants/clients and maintaining remittance schedules and general ledger reconciliations pertaining to this financing.
- Working with the Senior Financial Analyst on reconciling differences between GL balances and subledgers/front end system.
- Assisting the department on internal control and process improvement initiatives.
- Other duties as assigned by management.

#### **REQUIREMENTS:**

- College Diploma or Degree in Accounting or related field.
- 2 years experience in a similar role.
- Intermediate to Advanced Excel skills.
- Dynamics GP experience an asset.
- Experience working with multiple entities an asset.